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DS&T-739-86  
25 September 1986

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MEMORANDUM FOR:   
Chief, Procurement Division, OL

VIA: Director, Office of Training and Education  
Director, Management and Planning, DS&T

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FROM:   
Chief, Career Development Staff, DS&T

SUBJECT: Contract Amendment for Associates For  
Creative Leadership, Inc.

1. Action Requested: Associates For Creative Leadership, Inc. is currently working under contract to the Office of Training and Education (OTE). It is requested that the contract be amended as follows:

a. Services

You have agreed under the terms of this contract to assist the DS&T Career Development Staff in the presentation of four, 3-day Managerial Power workshops for the Directorate of Science and Technology. The dates of the workshops are as follows:

December 3 - 5, 1986  
January 21 - 23, 1987  
March 23 - 25, 1987  
June 10 - 12, 1987

These courses will be conducted in an area outside the Washington Metropolitan complex.

b. Fee

In full consideration for your satisfactory performance of the tasks described above, you will be paid a fee in accordance with the following:

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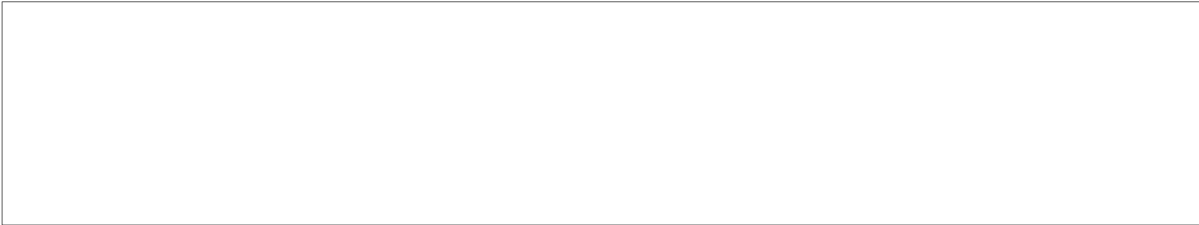
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\$6,350.00 for each 3-day workshop. This fee will include the use of the "Organization Workshop" design, cost of all notebooks, schedules, posters, student materials, etc. The total cost for four, 3-day workshops is \$26,600 including expenses.



2. All other terms and conditions of the contract, as amended, remain in full force and effect.

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CONCUR:

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Director, Management and Planning, DS&T

8 Oct 86

Date

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Director, Office of Training and Education

10 Oct 86

Date

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